



**LE SUEUR COUNTY BOARD OF COMMISSIONERS  
MEETING AGENDA  
COMMISSION CHAMBERS  
August 18, 2015**

1. **9:00 am Agenda and Consent Agenda**  
RE: August 4, 2015 Minutes and Summary Minutes  
RE: Montgomery KC Council Gambling Application  
RE: Sheriff's Youth Project Gambling Application
  
2. **9:05 am Claims (10 min)**
  
3. **9:15 am Human Services (1 hour)**
  
4. **10:15 a.m. Human Resources (15 min)**
  
5. **10:30 am Joshua Mankowski, Env. Resource Specialist (10 minutes)**  
Gravel Tax request, Water Plan Update
  
6. **10:40 am Miranda Rosa (5 min)**  
RE: Contract for Services
  
7. **10:45 am Jim Gorgart (5 min)**  
RE: MN County Veteran Service Office Grant Application
  
8. **10:50 am Brent Christian, County Attorney (5 min)**  
RE: Data Resolution

9. **10:55 am Budget Workshop**

10. **Future Meetings**



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 1

### 9:00 am Agenda and Consent Agenda

*RE: August 4, 2015 Minutes and Summary Minutes*

*RE: Montgomery KC Council Gambling Application*

*RE: Sheriff's Youth Project Gambling Application*

Staff Contact:

## Minutes of Le Sueur County Board of Commissioners Meeting August 4, 2015

The Le Sueur County Board of Commissioners met in regular session on Tuesday, August 4, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfling, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Darrell Pettis was also present. Brent Christian was excused.

On motion by Rohlfling, seconded by King and unanimously approved, the Board approved the agenda for the business of the day.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the consent agenda:

- Approved the July 28, 2015 County Board Minutes and Summary Minutes
- Approved the 3.2 Beer License, Church of Immaculate Conception of Marysburg

On motion by King, seconded by Connolly and unanimously approved, Lance Wetzel, Chair recessed the County Board Meeting at 9:00 a.m.

At 9:05 a.m. Steve Rohlfling, German-Jefferson Sewer Board Chair called the Sewer Board Meeting to order.

Aaron Wills, Cannon River Watershed Partnership presented German-Jefferson background information.

30 people came before the Board with comments.

On motion by Wetzel, seconded by Connolly and unanimously approved, the Board approved to close the Public Hearing at 10:20 a.m.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board selected the private sewage system option for systems within the German-Jefferson Subordinate Service District. Private systems included individual SSTs, clusters and holding tanks. Septic systems shall be kept in a continuous state of compliance in accordance with current State Rules, with newly constructed systems having a 5 year certificate of compliance and a 3 year certificate of compliance for an existing system.

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned the German-Jefferson Sewer Board Meeting.

At 10:45 a.m. Lance Wetzel, County Board Chair reconvened the County Board Meeting.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the following cases and claims were approved:

Soc Serv:	\$ 79,519.42
Financial:	\$ 11,192.37

Darrell Pettis, Administrator/Engineer appeared before the Board with several items for discussion and approval.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board approved that the offer for the Weaver property in Waterville not exceed \$20,000.

On motion by Connolly, seconded by King and unanimously approved, the Board approved the following CSAH 35 Project Resolution:

#### COUNTY BOARD ACKNOWLEDGEMENT

WHEREAS; Contract No. 20142 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED; That we do hereby accept said completed project for and in behalf of the County of Le Sueur and authorize final payment as specified herein.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the recommendation to accept the resignation request of Lisa Johnson, full time Agency Social Worker in Human Services, effective August 10, 2015.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board approved the recommendation to post and request the merit list for a full time Agency Social Worker in Human Services, as a Grade 10, Step 1 at \$21.55 per hour.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the following claims:

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
37027	A'Viands	\$ 7,526.44
37034	Bolton & Menk Inc.	\$ 16,261.00
37043	Department of Corrections STS	\$ 15,066.38
37053	Genesis	\$ 20,023.69
37067	Le Sueur County SWCD	\$ 3,425.40
37078	North Central International	\$ 2,385.36
37083	Pro-West & Associates Inc.	\$ 2,490.00
37091	Scott's Helicopter Service	\$ 29,440.00
37092	S.E.H. Inc.	\$ 74,191.54
37093	Selly Excavating Inc.	\$ 7,592.50
37095	S.M.C. Co. Inc.	\$ 4,454.58
37103	Thomson Reuters	\$ 2,021.45
37106	Traxler Construction Inc.	\$ 3,636.54
37114	Ziegler Inc.	\$ 4,116.76

<b>74 Claims paid less than \$2,000.00:</b>	<b>\$ 20,884.67</b>
<b>14 Claims paid more than \$2,000.00:</b>	<b>\$192,631.64</b>
<b>88 Total all claims paid:</b>	<b>\$213,516.31</b>

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, August 18, 2015 at 9:00 a.m.

ATTEST: \_\_\_\_\_  
                  **Le Sueur County Administrator**                  **Le Sueur County Chairman**

## Summary Minutes of Le Sueur County Board of Commissioners Meeting, August 4, 2015

● This is only a summary publication per MN Statutes 375.12 and 331A.01 sub. 10. The complete minutes are on file in the Le Sueur County Administrator's Office at 88 S Park Ave. Le Center, MN and are available at [www.co.le-sueur.mn.us](http://www.co.le-sueur.mn.us).

● The Le Sueur County Board of Commissioners met in regular session on Tuesday, August 4, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlring, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Darrell Pettis was also present. Brent Christian was excused.

● The Board approved the agenda for the business of the day. (Rohlring-King)

● The Board approved the consent agenda: (Gliszinski-Connolly)

- Approved the July 28, 2015 County Board Minutes and Summary Minutes

- Approved the 3.2 Beer License, Church of Immaculate Conception of Marysburg

● Lance Wetzel, Chair recessed the County Board Meeting at 9:00 a.m. (King-Connolly)

● At 9:05 a.m. Steve Rohlring, German-Jefferson Sewer Board Chair called the Sewer Board Meeting to order.

● 30 people came before the Board with comments.

● The Board approved to close the Public Hearing at 10:20 a.m. (Wetzel-Connolly)

● The Board selected the private sewage system option for systems within the German-Jefferson Subordinate Service District. Private systems included individual SSTs, clusters and holding tanks. Septic systems shall be kept in a continuous state of compliance in accordance with current State Rules, with newly constructed systems having a 5 year certificate of compliance and a 3 year certificate of compliance for an existing system. (Gliszinski-Connolly)

● The Board adjourned the German-Jefferson Sewer Board Meeting. (Connolly-King)

● At 10:45 a.m. Lance Wetzel, County Board Chair reconvened the County Board Meeting.

● The following cases and claims were approved: (Rohlring-Gliszinski)

Soc Serv: \$ 79,519.42 and Financial: \$ 11,192.37

● The Board approved that the offer for the Weaver property in Waterville not exceed \$20,000. (Rohlring-Connolly)

● The Board approved the following CSAH 35 Project Resolution: (Connolly-King)

### COUNTY BOARD ACKNOWLEDGEMENT

WHEREAS; Contract No. 20142 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED; That we do hereby accept said completed project for and in behalf of the County of Le Sueur and authorize final payment as specified herein.

● The Board approved to accept the resignation request of Lisa Johnson, full time Agency Social Worker in Human Services, effective August 10, 2015. (Gliszinski-King)

● The Board approved to post and request the merit list for a full time Agency Social Worker in Human Services, as a Grade 10, Step 1 at \$21.55 per hour. (Rohlring-Connolly)

● The Board approved the following claims: (Gliszinski-King)

Warrant #	Vendor Name	Amount
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74	Claims paid less than \$2,000.00:	\$ 20,884.67
14	Claims paid more than \$2,000.00:	\$192,631.64
88	Total all claims paid:	\$213,516.31

●The Board adjourned until Tuesday, August 18, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator                      Le Sueur County Chairman



# LG230 Application to Conduct Off-site Gambling

**No Fee**

<b>Organization Information</b>	
Organization name <u>MONTGOMERY KC COUNCIL 1572</u>	License number <u>40009</u>
Address <u>Box 34</u> City <u>MONTGOMERY</u> MN Zip code <u>56069</u>	County <u>LE SUEUR</u>
Gambling manager name <u>ROLAND VLASAK</u> Daytime phone <u>952-992-9740</u>	
<b>Gambling Activity</b>	
1. Twelve off-site events are allowed each calendar year not to exceed a total of 36 days. from <u>09/13/2015</u> to <u>09/13/2015</u>	
2. Check the type of games that will be conducted. <input checked="" type="checkbox"/> raffle <input type="checkbox"/> pull-tabs <input type="checkbox"/> bingo <input type="checkbox"/> tipboards <input type="checkbox"/> paddlewheel	
<b>Gambling Premises</b>	
3. Name of location where gambling activity will be conducted <u>MONTGOMERY TRAP SHOOT SITE</u>	
4. County [where gambling activity will be conducted] <u>LE SUEUR</u>	
5. Street address and city [or township] <u>Hwy 21 - MONTGOMERY, MN</u> Zip code <u>56069</u>	
<ul style="list-style-type: none"> <li>• Do not use a post office box.</li> <li>• If no street address, write in road designations. Example: 3 miles east of Hwy 63 on County Road 42.</li> </ul>	
6. Does your organization own the gambling premises? <input type="checkbox"/> Yes If yes, a lease is not required. <input checked="" type="checkbox"/> No If no, the lease agreement below must be completed, and signed by the lessor.	
<b>Lease Agreement for Off-site Activity</b> A lease agreement is not required for raffles.	
7. Rent to be paid for the leased area <u>0</u> If none, write "0."	
8. All obligations and agreements between the organization and the lessor are listed below or attached.	
<ul style="list-style-type: none"> <li>• Any attachments must be dated and signed by both the lessor and lessee.</li> <li>• This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.</li> <li>• Other terms, if any _____</li> </ul>	
9. Lessor's signature _____ Date ____/____/____	
Print lessor's name _____	
<b>CONTINUE TO PAGE 2</b>	



# LG230 Application to Conduct Off-site Gambling

## Acknowledgment by Local Unit of Government: Approval by Resolution

### CITY APPROVAL for a gambling premises located within city limits.

### COUNTY APPROVAL for a gambling premises located in a township

City name \_\_\_\_\_

County name LE SUEUR

Date approved by city council \_\_\_\_\_

Date approved by county board \_\_\_\_\_

Resolution number (if none, provide meeting minutes) \_\_\_\_\_

Resolution number (if none, provide meeting minutes) \_\_\_\_\_

Signature of city personnel \_\_\_\_\_

Signature of county personnel \_\_\_\_\_

Title \_\_\_\_\_ Date Signed \_\_\_\_\_

Title \_\_\_\_\_ Date Signed \_\_\_\_\_

## Chief Executive Officer [CEO] Acknowledgment

**10.** The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

**11.** I have read this application, and all information is true, accurate, and complete, and if applicable, agree to the lease terms as stated in this application.

CEO signature Arthur J. Jindra Date 08-03-2015

**12.** Print CEO name ARTHUR J. JINDRA Daytime phone 507-364-5170

### Mail or fax to:

**No attachments required.**

Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113  
**FAX: 651-639-4032**

This publication will be made available in alternative format (i.e. large print, Braille) upon request.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information

provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**  
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.  
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

Organization Name: Sheriff's Youth Project of Le Sueur County Previous Gambling Permit Number: X-92998

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 80-0800938

Mailing Address: 610 North Park Avenue

City: Le Center State: MN Zip: 56057 County: Le Sueur

Name of Chief Executive Officer (CEO): Brett V. P. Mason

Daytime Phone: 612-414-7636 Email: bmason@co.le-sueur.mn.us

Type of Nonprofit Organization (check one):

Fraternal     Religious     Veterans     Other Nonprofit Organization

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division    Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100    [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103    651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Traxler's Hunting Preserve

Address (do not use P.O. box): 37699 Hunting Preserve Lane

City or Township: Le Center (Lexington Twsp) Zip: 56057 County: Le Sueur

Date(s) of activity (for raffles, indicate the date of the drawing): October 20th, 2015

Check each type of gambling activity that your organization will conduct:

Bingo\*     Paddlewheels\*     Pull-Tabs\*     Tipboards\*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 3500.00)

\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.



**CITY APPROVAL  
for a gambling premises  
located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

\_\_\_\_\_

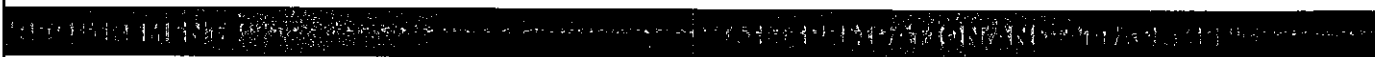
Title: \_\_\_\_\_ Date: \_\_\_\_\_



The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_



**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**Mail application with:**

a copy of your proof of nonprofit status, and

application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Minnesota Business and Lien System, Office of the  
Minnesota Secretary of State

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Sign In or Create  
Online Account

**Minnesota Business and Lien System, Office of the Minnesota  
Secretary of State**

Sign In or Create Online  
Account

Business Record Details »

Minnesota Business Name

Sheriff's Youth Project of Le Sueur County, MN

**Business Type**

Nonprofit Corporation (Domestic)

**MN Statute**

317A

**File Number**

467350000024

**Home Jurisdiction**

Minnesota

**Filing Date**

1/27/2012

**Status**

Active / In Good Standing

**Renewal Due Date**

12/31/2016

**Registered Office Address**

610 N Park Ave  
Le Center, MN 56057  
USA

**Registered Agent(s)**

(Optional) None provided

**President**

Brett VP Mason  
610 North Park Avenue  
LeCenter, MN 56057  
USA

Filing History

## Filing History

<https://mbportal.sos.state.mn.us/Business/SearchDetails?filingGuid=c2260...> 8/11/2015

Select the item(s) you would like to order: [Order Selected Copies](#)

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	1/27/2012	Original Filing - Nonprofit Corporation (Domestic)	

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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 2

**9:05 am Claims (10 min)**

Staff Contact:



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 3

**9:15 am Human Services (1 hour)**

Staff Contact:





# Department of Human Services

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057-1646  
507-357-2251 • FAX 507-357-6122

## Human Services Board Agenda August 18th, 2015

### 100- PRESENTATIONS:

- 110: Child Support Awareness Month
- 111: Electronic Document Management System

### 200- INFORMATIONAL ITEMS:

- 210- Finance Graphs/Report;
- 220- Income Maintenance/Child Support Graphs;
- 230- Family Services Graphs-
  - 231- Social Services Team
  - 232- Child Services Team
    - 232.1- Out Of Home Placement Report
    - 232.2- In-Home Family Therapy Report;
  - 233- Behavioral Health Team

### 300- BOARD APPROVAL ITEMS:

- 310 - Electronic Document Management System Proposal and Agreement
- 320 - Commissioner's Warrants



## STATE of MINNESOTA

# Proclamation

- WHEREAS: Children are Minnesota's most valuable resource, and Minnesotans have a responsibility to promote and nurture their well-being; and
- WHEREAS: Child Support Awareness Month reminds us that children need the emotional and financial support of both parents to reach their full potential; and
- WHEREAS: County and state child support staff provide child support services for more than 372,000 parents and their 262,000 children annually; and
- WHEREAS: Child support services have a direct impact on helping families meet children's basic needs; and
- WHEREAS: Child support professionals help families work toward becoming and remaining self-sufficient and financially stable by creating and modifying child support orders, and collecting and disbursing child support on behalf of children; and
- WHEREAS: During Child Support Awareness Month, all Minnesotans are encouraged to look to the future of our state and our children, and to work together to ensure their success.

NOW, THEREFORE, I, MARK DAYTON, Governor of Minnesota, do hereby proclaim the month of August 2015, as:

## CHILD SUPPORT AWARENESS MONTH

in the State of Minnesota.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the State Capitol this 20<sup>th</sup> day of July.

Handwritten signature of Mark Dayton in black ink.

GOVERNOR

Handwritten signature of Steve Pinnon in black ink.

SECRETARY OF STATE



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 4

**10:15 a.m. Human Resources (15 min)**

Staff Contact:



# Human Resources

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88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057  
Telephone: 507-357-8517 • Fax: 507-357-8607  
Cindy Westerhouse – Human Resources Director

## HUMAN RESOURCES AGENDA ITEMS August 18, 2015

The Employee Recognition Committee and the Le Sueur County Commissioners wish to recognize the following employees celebrating their significant length of service anniversaries.

Pam Simonette	30 years	Auditor/Treasurer
Robbie Kopet	25 years	Highway
Jim Goltart	15 years	Veterans Service
Sharon Budin	15 years	Recorder
Scott Gerr	15 years	Information Technology
Scott O'Brien	10 years	Sheriff's Dept.

Recommendation to promote Justin Coates to a full time Agency Social Worker in Human Services, as a Grade 10, Step 1, \$21.55 per hour, effective August 19, 2015. Justin was hired on June 15, 2015 as a full time Community Support Technician in Human Services.

Recommendation to post and request the merit list for a full time Community Support Technician in Human Services, as a Grade 5, Step 1 at \$16.11 per hour.

Recommendation to post and request the merit list for a full time Team Lead – Social Worker position in the Child Services Unit in Human Services, as a Grade 12, Step 1 at \$24.21 per hour.

Recommendation to grant regular status to Jody Kubiszewski, full time Administrative Assistant III, in Veterans Services, effective August 9, 2015. Jody has completed the six-month probationary period.

Recommendation to hire Jose Aguillon as a full time Help Desk Technician, in Information Technology, as a Grade 6, Step 1 at \$17.07 per hour, effective September 8, 2015.

*Equal Opportunity Employer*



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 5

**10:30 am Joshua Mankowski, Env. Resource Specialist (10 minutes)**

*Gravel Tax request, Water Plan Update*

Staff Contact: Kathy Brockway - Environmental and P & Z Director

**Joshua Mankowski**  
**Environmental Resources Specialist**

**Gravel Tax Request for Shoreland Cost Share Projects:**

I am requesting **\$21,455.00** for three (3) projects that would benefit Le Sueur Co lakes;

- Shoreline restoration on Lake Washington,
- Shoreline restoration and small rain garden on Lake Volney and;
- Rain garden on West Jefferson.

The requested amounts cover 75% of the project costs. The remaining 25% will be the property owner's responsibility.

Project Name	Project Type	Funds Requested
Simonette	Shoreline Restoration	\$8,758.00
Skluzacek	Shoreline Restoration & Small Rain Garden	\$8,600.00
Wetzell	Rain Garden	\$4,097.00

**Water Plan Update:** A Task Force for updating the Water Plan has been created and scheduled their first meeting 8/17/15.



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 6

**10:40 am Miranda Rosa (5 min)**

*RE: Contract for Services*

Staff Contact:

## **CONTRACT FOR SERVICES (non technology related)**

THIS CONTRACT, and amendments and supplements thereto, is between County of Le Sueur, acting through the Le Sueur County Drug Court, address 88 South Park Avenue, Le Center, MN 56057 (hereinafter "COUNTY") and Wornson, Goggins, Neisen, Morris & Brever, PC, an independent contractor, not an employee of the County of Le Sueur, address 119 East Main Street, New Prague, MN 56071 (hereinafter "CONTRACTOR"),

WHEREAS, the COUNTY has received a grant for the purpose of maintaining an Adult Drug Court; and

WHEREAS, the COUNTY desires to provide a defense perspective in Adult Drug Court reviews and consultations but lacks appropriate staff; and

WHEREAS, CONTRACTOR represents that it is duly qualified and willing to perform the services set forth herein.

NOW, THEREFORE, it is agreed:

- I. **DUTIES.** CONTRACTOR, who is not a COUNTY employee, will provide the services of an attorney who shall participate in the Adult Drug Court process as established by the local court, advocate for participant's access to and continued participation in that Court, assist in screening applicants for participation. The CONTRACTOR shall exercise independent legal judgment within the parameters of the assignment as established by the court. The CONTRACTOR shall meet with the Adult Drug Court team periodically on a schedule established by the court to advocate on behalf of the participant. Representation shall be limited to the issues which arise in the court of Adult Drug Court consultations and shall not include representation on issues related to a specific charge of violation of law. The parties contemplate that Patrick Goggins will be the attorney primarily assigned to participate in the Adult Drug Court, although other firm attorneys may be substituted to accommodate scheduling or other conflicts.

The COUNTY shall provide training on the protocols and procedures of the Adult Drug Court to facilitate the full and effective participation of the CONTRACTOR in the Court process.



**II. CONSIDERATION AND TERMS OF PAYMENT.**

A. **Consideration** for all services performed and goods or materials supplied by CONTRACTOR pursuant to this contract shall be paid by the COUNTY as follows:

1. Compensation: at a rate of \$75.00 per hour up to a maximum of 260 hours for the contract period.
2. Reimbursement for travel and subsistence expenses actually and necessarily incurred by CONTRACTOR performance on this contract is including in the hourly rate.
3. The total obligation of the COUNTY for all compensation and reimbursements to CONTRACTOR shall not exceed Nineteen Thousand Five Hundred Dollars (\$19,500.00).

B. **Terms of Payment.** Payments shall be made by the COUNTY promptly after CONTRACTOR'S presentation of invoices for services performed and acceptance of such services by the COUNTY's authorized agent. An invoice shall be submitted on for billable costs incurred by the CONTRACTOR during the immediately preceding month.

**III. TIME REQUIREMENTS.** CONTRACTOR shall comply with all of the time requirements described in this contract.

**IV. CONDITIONS OF PAYMENT.** All services provided by CONTRACTOR pursuant to this contract shall be performed to the satisfaction of the COUNTY, as determined at the sole discretion of its authorized representative, and in accord with the CONTRACTOR'S duties set forth in section 1 of this contract and all applicable federal, COUNTY, and local laws, ordinances, rules and regulations. CONTRACTOR shall not receive payment for work found by the COUNTY to be unsatisfactory, or performed in violation of federal, COUNTY or local law, ordinance, rule or regulation.

**V. TERMS OF CONTRACT.** This Contract shall be effective on January 1, 2015 and shall remain in effect until December 31, 2015 or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.

**VI. ASSIGNMENT.** CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the COUNTY.

**VII. AMENDMENTS.** Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

1. CONTRACTOR

2. COUNTY

CONTRACTOR certifies that the appropriate persons have executed the contract on behalf of CONTRACTOR as required by applicable articles, by-laws, resolutions or ordinances. (If a corporation with more than one individual serving as corporate officer, two corporate officers must execute.)	Person signing certifies that the applicable procurement policies have been followed.
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By	By
Title	Title
Date	Date

By	By
Title	Title
Date	Date

3. Funds have been encumbered as required by COUNTY Court Finance Policy by:

(reserved)	By
	Title
	Date
	Contract No.

4. Approved as to form and execution for COUNTY by:

(reserved)	By
	Title
	Date



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 7

**10:45 am Jim Goltart (5 min)**

*RE: MN County Veteran Service Office Grant Application*

Staff Contact:



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 8

**10:50 am Brent Christian, County Attorney (5 min)**

*RE: Data Resolution*

Staff Contact:

**LE SUEUR COUNTY RESOLUTION \_\_\_\_\_**

**WHEREAS**, the County of Le Sueur desires to improve efficiencies through participating in a more efficient court process with the Minnesota Judicial Branch; and,

**WHEREAS**, as the Minnesota Judicial Branch moves toward a more efficient court process, the eCourtMN initiative is committed to ensuring that non-court governmental agencies have appropriate access to court records and documents; and,

**WHEREAS**, Le Sueur County desires to subscribe to the Minnesota Court Data Services Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Le Sueur County Board of Commissioners approves and authorizes Brent Christian, County Attorney, to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.

BY:

\_\_\_\_\_  
Chairman, Le Sueur County Board of Commissioners

Attested by:

\_\_\_\_\_  
Darrell Pettis, County Administrator

Dated this \_\_\_\_\_ day of August, 2015.



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 9

**10:55 am Budget Workshop**

Staff Contact:



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# Le Sueur County, MN

Tuesday, August 18, 2015

Board Meeting

## Item 10

### Future Meetings

Staff Contact:



## Future Meetings 2015

August 18, 2015	Board Meeting, 9:00 a.m.
August 20, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
August 25, 2015	Board Meeting, 9:00 a.m.
September 1, 2015	Board Meeting, 9:00 a.m. *Reconvene Ditch #58, Branch #2 Public Hearing, 10:00 a.m.
September 7, 2015	Labor Day, Offices Closed
September 8, 2015	No Board Meeting
September 10, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
September 15, 2015	Board Meeting, 9:00 a.m. *Set Preliminary Levy, 10:00 a.m.
September 17, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
September 22, 2015	Board Meeting, 9:00 a.m.
September 29, 2015	No Board Meeting
October 6, 2015	Board Meeting, 9:00 a.m.
October 8, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
October 13, 2015	No Board Meeting

October 15, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
October 20, 2015	Board Meeting, 9:00 a.m.
October 27, 2015	Board Meeting, 9:00 a.m.
November 3, 2015	Board Meeting, 9:00 a.m.
November 10, 2015	No Board Meeting
November 12, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
November 17, 2015	Board Meeting, 9:00 a.m.
November 17, 2015	Le Sueur – Waseca Community Health Board (CHB) 1:30pm in the Waterville City Council Chambers
November 19, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
November 24, 2015	Board Meeting, 9:00 a.m.
November 26-27, 2015	Offices Closed for Thanksgiving
December 1, 2015	Board Meeting, 9:00 a.m.
December 8, 2015	No Board Meeting
December 15, 2015	Board Meeting, 4:30 p.m.